

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM.

APPLICANT NAME: Winifred Blackledge POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support		✓	Ⓢ	
5. Ability to plan, organize, and prioritize work				
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner			✓	
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0  
 Adequate 1 X 2 = 2  
 Good 2 X 4 = 8

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

PLAINTIFF'S  
EXHIBIT

16

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DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Mickey Greggel POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training			✓	
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work				
6. Ability to provide training, provide technical assistance, and monitor service delivery				✓
7. Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants				✓
9. **Ability to travel			✓	
10. **Ability to be on call 24 hours			✓	
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate.

Rating:

Inadequate 0 X      =     

Adequate 1 X 1 = 1

Good 2 X 4 = 8

Outstanding 3 X 4 = 12

TOTAL: 21

INTERVIEWER NAME: Susan Steward TITLE: Dir Res  
DATE: 12-5-03

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Mickey Groggle POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		✓		
2. Knowledge of functional assessment tools used during training			✓	
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work				
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner			✓	
8. Ability to work with contractors and independent consultants			✓	✓ JRC
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				3 ✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0  
 Adequate 1 X 2 = 2  
 Good 2 X 5 = 10  
 Outstanding 3 X 2 = 6  
 TOTAL: 18

INTERVIEWER NAME: Terry L. R. Londa TITLE: CSS IV  
 DATE: 12/3/03

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Mickie Groggel POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training				✓
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work				✓
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0

Adequate 1 X 0 = 0

Good 2 X 4 = 8

Outstanding 3 X 6 = 18

TOTAL: 26

INTERVIEWER NAME: Joan Duvon TITLE: Per Spec.

DATE: 12-3-03

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Mildred Groggel POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				3
2. Knowledge of functional assessment tools used during training				3
3. Knowledge of person-centered planning			2	
4. Ability to provide transition support			2	
5. Ability to plan, organize, and prioritize work				3
6. Ability to provide training, provide technical assistance, and monitor service delivery				3
7. Ability to communicate effectively and express ideas in a clear and concise manner				3
8. Ability to work with contractors and independent consultants				3
9. **Ability to travel				3
10. **Ability to be on call 24 hours				3
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate	0	X		=	
Adequate	1	X		=	
Good	2	X	2	=	4
Outstanding	3	X	8	=	24

TOTAL: 28

INTERVIEWER NAME: Hugh Bonnell TITLE: C95 III  
DATE: 12-03-03

## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME: Winifred Blackledge POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				3
2. Knowledge of functional assessment tools used during training				

## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

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DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Winifred Blackledge POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training			✓	
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0

Adequate 1 X 6 = 6

Good 2 X 2 = 6

Outstanding 3 X 2 = 6

TOTAL: 18

INTERVIEWER NAME: Jean Quena TITLE: Pos. Spec.

DATE: 12-3-03

APPLICANT NAME: Christine Kappell POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training				✓
3. Knowledge of person-centered planning				✓
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work			✓	
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel			✓	
10. **Ability to be on call 24 hours			✓	
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X \_\_\_\_\_ = \_\_\_\_\_

Adequate 1 X \_\_\_\_\_ = \_\_\_\_\_

Good 2 X 6 = 12

Outstanding 3 X 4 = 12

TOTAL: 24

INTERVIEWER NAME: Susan Stuard TITLE: Dir RCS

DATE: 12-5-03



1. Knowledge of functional assessment tools used during training				2
2. Knowledge of person-centered planning				2
3. Ability to provide transition support				2
4. Ability to plan, organize, and prioritize work				2
5. Ability to provide training, provide technical assistance, and monitor service delivery				2
6. Ability to communicate effectively and express ideas in a clear and concise manner				2
7. Ability to work with contractors and independent consultants				2
8. Ability to travel				2
9. Ability to be on call 24 hours				2
10.				
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0  
 Adequate 1 X 0 = 0  
 Good 2 X + = 25 50  
 Outstanding 3 X 109 = 29 30  
 TOTAL: 29 30

INTERVIEWER NAME: Terrell R. London TITLE: CSS IV  
 DATE: 12/3/03

**DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM**

APPLICANT NAME:

Kathi Allen

POSITION TITLE:

Community Relations Spec. III

**FACTORS:** Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

**INSTRUCTIONS:** Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training				✓
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work				✓
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants				✓
9. **Ability to travel			✓	
10. **Ability to be on call 24 hours			✓	
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X      = 0Adequate 1 X 1 = 1Good 2 X 5 = 10Outstanding 3 X 4 = 12TOTAL: 23

INTERVIEWER NAME:

Susan Stumdi

TITLE:

Dir RCSDATE: 12-5-03

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Celestina Mappell POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training			✓ (2)	✓
3. Knowledge of person-centered planning				✓
4. Ability to provide transition support				✓
5. Ability to plan, organize, and prioritize work				✓
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants				✓
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X \_\_\_\_\_ = \_\_\_\_\_

Adequate 1 X \_\_\_\_\_ = \_\_\_\_\_

Good 2 X 12 = 24

Outstanding 3 X 8 = 24

TOTAL: 24 (24)

INTERVIEWER NAME: [Signature] TITLE: CSE III

DATE: 12/03/03

**FACTORS:** Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

**INSTRUCTIONS:** Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		JRL ✓	✓	
2. Knowledge of functional assessment tools used during training				✓
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner			✓	
8. Ability to work with contractors and independent consultants			✓	✓ JRL
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0  
 Adequate 1 X 15 = 15  
 Good 2 X 3 = 6  
 Outstanding 3 X 3 = 9

TOTAL: 1920

INTERVIEWER NAME: Jerry L. R. London TITLE: CSS III  
 DATE: \_\_\_\_\_

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training				✓
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work			✓	
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants				✓
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0

Adequate 1 X 0 = 0

Good 2 X 4 = 8

Outstanding 3 X 6 = 18

TOTAL: 26

INTERVIEWER NAME: Jean Owens

TITLE: Per Spec

DATE: 11-3-03

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DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Melissa EzellPOSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning			✓	
Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work			✓	
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0Adequate 1 X 2 = 2Good 2 X 5 = 10Outstanding 3 X 3 = 9TOTAL: 21

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## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME:

Melissa Ezele

POSITION TITLE:

Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training			✓	
3. Knowledge of person-centered planning				✓
4. Ability to provide transition support	✓			
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner			✓	
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 1 = 0Adequate 1 X 1 = 1Good 2 X 5 = 10Outstanding 3 X 3 = 9TOTAL: 20

INTERVIEWER NAME:

Angela M. L.

TITLE:

CSSA

DATE:

12/03/03

APPLICANT NAME: Melissa EzellPOSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs				✓
2. Knowledge of functional assessment tools used during training				3 ✓
3. Knowledge of person-centered planning				✓
4. Ability to provide transition support				3 ✓
5. Ability to plan, organize, and prioritize work				✓
6. Ability to provide training, provide technical assistance, and monitor service delivery				✓
7. Ability to communicate effectively and express ideas in a clear and concise manner				3 ✓
8. Ability to work with contractors and independent consultants				3 ✓
9. **Ability to travel				3 ✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 =     Adequate 1 X 0 =     Good 2 X 0 =     Outstanding 3 X 10 = 30TOTAL: 30INTERVIEWER NAME: Jerryln London TITLE: CSS IVDATE: 12/3/03



INTERVIEWER NAME: Juan DuranTITLE: Les. SpecDATE: 12-3-03

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		✓		
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work		<del>None</del>	✓	
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner			✓	
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel			✓	
10. **Ability to be on call 24 hours			✓	
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X      =     Adequate 1 X 4 = 4Good 2 X 8 = 16Outstanding 3 X      =     TOTAL: 16INTERVIEWER NAME: Susan StuardiTITLE: Dir RCSDATE: 12-5-03

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INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs	✓			
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning	✓			
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner	✓			
8. Ability to work with contractors and independent consultants				
9. **Ability to travel			✓	
10. **Ability to be on call 24 hours			✓	
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 3 = 0

Adequate 1 X 4 = 4

Good 2 X 2 = 4

Outstanding 3 X 0 = 0

TOTAL: 8

INTERVIEWER NAME: Susan Stuart TITLE: Dir RCS  
DATE: 12-5-03

## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME: James Packer POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		✓		
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0

Adequate 1 X 8 = 8

Good 2 X 0 = 0

Outstanding 3 X 2 = 6

TOTAL: 14INTERVIEWER NAME: Jerrey R. Londa TITLE: CSS IVDATE: 12/3/03 △ △ △ △ △ △ △ △ △ △

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work			✓	
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0  
 Adequate 1 X 5 = 5  
 Good 2 X 3 = 6  
 Outstanding 3 X 2 = 6

TOTAL: 17

INTERVIEWER NAME: Joan Owens TITLE: Per. Spec.  
 DATE: 12-3-03

## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME:

James Parker

POSITION TITLE:

Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs	✓			
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning	✓		100% (2)	
4. Ability to provide transition support	100% (0)	✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery	✓			
Ability to communicate effectively and express ideas in a clear and concise manner	✓			
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 4 = 0Adequate 1 X 4 = 4Good 2 X 0 = 0Outstanding 3 X 2 = 6TOTAL: 10

INTERVIEWER NAME:

Hugh Smith

TITLE:

CSS III

DATE:

12/13/12

APPLICANT NAME: Shenita Williams POSITION TITLE: Community Relations Specialist

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		✓		
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel			✓	
10. **Ability to be on call 24 hours			✓	
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate	0	X		=	
Adequate	1	X	8	=	8
Good	2	X	2	=	4
Outstanding	3	X		=	

TOTAL: 12INTERVIEWER NAME: Susan Stuard TITLE: Dir RcsDATE: 12-5-03

1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
Ability to work with contractors and independent consultants			✓	
**Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0

Adequate 1 X 4 = 4

Good 2 X 4 = 8

Outstanding 3 X 2 = 6

TOTAL: 18

INTERVIEWER NAME: Jerryln London TITLE: CSS IV  
 DATE: 12-3-03

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate	0	X	<u>0</u>	=	<u>0</u>
Adequate	1	X	<u>4</u>	=	<u>4</u>
Good	2	X	<u>4</u>	=	<u>8</u>
Outstanding	3	X	<u>2</u>	=	<u>6</u>
TOTAL:					<u>18</u>

INTERVIEWER NAME: Jerreyln London TITLE: CSS IV  
 DATE: 12-3-03



## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME: Sherrita Williams POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training			✓	
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel			<del>✓</del>	✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0Adequate 1 X 1 = 1Good 2 X 6 = 12Outstanding 3 X 3 = 9TOTAL: 22INTERVIEWER NAME: Joan OwensTITLE: Per. Spec.DATE: 11-2-07

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: Sherrita Williams POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		✓		
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning		✓	✓	
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work			✓	
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate	0	X		=	
Adequate	1	X	5	=	5
Good	2	X	3	=	6
Outstanding	3	X	2	=	6
TOTAL:			12		

INTERVIEWER NAME: Angela Mil TITLE: C&S III  
DATE: 12/03/03

## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME:

James Parker

POSITION TITLE:

Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs	✓			
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning	✓		wa (2)	
4. Ability to provide transition support	wa (0)	✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery	✓			
7. Ability to communicate effectively and express ideas in a clear and concise manner	✓			
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate	0	X	<u>4</u>	=	<u>0</u>
Adequate	1	X	<u>4</u>	=	<u>4</u>
Good	2	X	<u>0</u>	=	<u>0</u>
Outstanding	3	X	<u>2</u>	=	<u>6</u>

TOTAL: 10

INTERVIEWER NAME:

Hugh B. Phil

TITLE:

CSS III

DATE:

12/03/03

DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION  
APPLICANT ASSESSMENT FORM

APPLICANT NAME: James Packer POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs		✓		
2. Knowledge of functional assessment tools used during training		✓		
3. Knowledge of person-centered planning		✓		
4. Ability to provide transition support		✓		
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery		✓		
7. Ability to communicate effectively and express ideas in a clear and concise manner		✓		
8. Ability to work with contractors and independent consultants		✓		
9. **Ability to travel				✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate	0	X	<u>0</u>	=	<u>0</u>
Adequate	1	X	<u>8</u>	=	<u>8</u>
Good	2	X	<u>0</u>	=	<u>0</u>
Outstanding	3	X	<u>2</u>	=	<u>6</u>
TOTAL:					<u>14</u>

INTERVIEWER NAME: Jerrey R. London TITLE: CSSIV  
DATE: 12/3/03

## DEPARTMENT OF MENTAL HEALTH/MENTAL RETARDATION

## APPLICANT ASSESSMENT FORM

APPLICANT NAME: Sherrita Williams POSITION TITLE: Community Relations Spec. III

FACTORS: Listed below are the knowledge, skills, and abilities necessary for satisfactory job performance.

INSTRUCTIONS: Mark the category that best describes the applicant for each factor. DO NOT split ratings between categories.

	Inadequate (0)	Adequate (1)	Good (2)	Outstanding (3)
1. Knowledge of DMH/MR and Community Services and programs			✓	
2. Knowledge of functional assessment tools used during training			✓	
3. Knowledge of person-centered planning			✓	
4. Ability to provide transition support			✓	
5. Ability to plan, organize, and prioritize work		✓		
6. Ability to provide training, provide technical assistance, and monitor service delivery			✓	
7. Ability to communicate effectively and express ideas in a clear and concise manner				✓
8. Ability to work with contractors and independent consultants			✓	
9. **Ability to travel			<del>✓</del>	✓
10. **Ability to be on call 24 hours				✓
11.				
12.				
13.				
14.				
15.				

\*\* Ratings given should indicate adequate or inadequate

Rating:

Inadequate 0 X 0 = 0Adequate 1 X 1 = 1Good 2 X 6 = 12Outstanding 3 X 3 = 9TOTAL: 22INTERVIEWER NAME: Joan OwensTITLE: Per SpecDATE: 12-3-03